



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

Office Of The Assistant Secretary

31 MAR 2003

Contract Policy Memo 03-C-07

MEMORANDUM FOR ALMAJCOM/FOA/DRU (CONTRACTING)

FROM: SAF/AQC
1060 Air Force Pentagon
Washington, DC 20330-1060

SUBJECT: Implementing the "Anthrax Vaccine Immunization Program (AVIP)" As It Applies to Mission Essential (ME) Contractor Personnel Performing "Essential DoD Contractor Services"

This memorandum provides policy and guidance for the vaccination of mission essential contractor employees against the Anthrax virus.

The Under Secretary of Defense for Personnel and Readiness memo, dated 6 Aug 02, implements portions of the DEPSECDEF's Anthrax Vaccine Immunization Program to include contractor personnel carrying out ME services. ME contractor personnel are under Priority Group 2 of the Air Force Anthrax Vaccine Implementation Plan, September 2002 (U). The Plan identifies Priority Group 2 as personnel assigned or deployed for greater than 15 consecutive days to designated high threat areas (HTAs), primarily in Southwest Asia.

Priority Group 2 high threat areas are identified in the USD Personnel and Readiness memo on (U) Revision of Priority 3 Anthrax and Stage 2 Smallpox Vaccination for Follow-On Forces, 14 Feb 03 (S). This memo is posted at <http://chembio.xo.af.pentagon.smil.mil/bio-anthrax.shtml> (this classified website requires SIPRNET access). If you do not have access to a SIPRNET terminal, contact your military treatment facility for more information.

Unlike some vaccination requirements placed on contractors, the implementation plan outlines that the anthrax vaccination and follow-on medical care for adverse reactions will be government furnished at this time. To implement the above guidance, contracting officers are directed to:

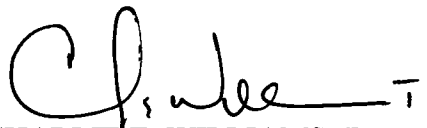
(1) Award/modify contracts to include 5352.223-9002 -- Requirements Affecting Contractor Personnel Performing Mission Essential Services (APR 2003), and

(2) Subsequently notify affected contractors that their ME contractor personnel meeting the AVIP criteria are required to receive the anthrax vaccination.

Guidance to assist Contracting Officers is located under "References" on the SAF/AQC homepage: <http://www.safaq.hq.af.mil/contracting/>. This guidance includes: implementation instructions to contractors, Internet links to related DOD Directive/Instructions and anthrax information, etc. Additional guidance will be issued as it becomes available.

This policy memorandum will expire one year after publication.

My action officer for contracting issues is Lt Col Stephen Smith, SAF/AQCP, (703) 588-7058. Other POC's are: Lt Col Gwendolyn Hall, USAF/XONP, (703) 614-0402; Major Linda Bonnel, AFMOA/SGZP, (202) 767-4216; Ms. Marcia Bachman, SAF/GCQ, (703) 697-3900; and Carol Thompson, SAF/MMR, (703) 693-9764.

A handwritten signature in black ink, appearing to read "Charlie E. Williams, Jr.", with a stylized flourish at the end.

CHARLIE E. WILLIAMS, JR.
Deputy Assistant Secretary (Contracting)
Assistant Secretary (Acquisition)